

**MINUTES OF SPECIAL MEETING  
BOARD OF DIRECTORS  
SEQUOIA HEALTHCARE DISTRICT**

**May 2, 2012  
Conference Room, 525 Veterans Boulevard  
Redwood City, CA 94063**

**Directors Present**

Director Faro  
Director Griffin  
Director Hickey  
Director Kane  
Director Shefren

**Directors Excused**

**Also Present**

Mr. Michelson, CEO  
Mr. Hudak, Legal Counsel  
Ms. Johnson, Recorder

**1. Call to Order**

**By:** President Griffin  
**Time:** 2:00pm

**2. Public Comment/Non-Agenda Items**

There was no comment on non-agenda items.

President Griffin announced that at this time she will move to Agenda Item 3.c.

**3.c. Request to Approve School Health Initiative Budget  
for 2012-2013 of \$2.9 Million**

Ms. Kurtzman reported that the School Gardens and Nutrition Project component of the SHI budget is projected at \$175,000 with oversight by Jennifer Gabet as Project Director. The PE project presented at last month's meeting will require an increase of \$502,000 to the original budget. The programs will not require that additional staff be hired for the District.

**Motion:** To approve School Health Initiative budget for 2012-2013 of \$2.9 million.

**By:** Director Griffin

**Seconded by:** Director Shefren

**Vote:** 4-1 with Director Hickey opposed

**Motion Passed**

**3.d. Presentation: Ravenswood Family Health Center Operational Expansion**

Ms. Luisa Bauda outlined a three year project to maintain operational efficiencies, integrate a full-time bilingual pharmacist and increase clinical effectiveness of the Ravenswood Family Health Center. In 2011 the clinic provided services to 2,404 District residents at \$1.6 million and 1,424 uninsured District residents at \$944,000 with total expenditures by RFHC of \$1.882 million and \$1.116 million, respectively.

At next month's District board meeting, a formal request will be presented for a \$500,000 grant for three years to support clinic operations and expansion of services provided to the District residents served.

**3.b. Discussion on Setting Policies and Procedures Related to Capital Grants**

Director Shefren would like the Board to consider establishing a policy regarding grants to nonprofit organizations for capital investments. The District's main focus has been to grant funds to nonprofits to provide health related services to District residents and not for capital improvements for nonprofits. Directors Faro and Shefren will develop a proposal for internal and external guidelines to be considered by the Board at the next meeting.

**3.g. Presentation by Sequoia Hospital Foundation on New  
Community Based Partnership**

JoAnn Kemist of the Foundation and Bill Graham of Sequoia Hospital discussed the purpose of the partnership, which is to design and implement a program to assist at-risk residents to understand and manage their health conditions. The program will assist physicians, community organizations, hospital staff and residents to coordinate efforts through a range of services.

A formal grant request will be made at the next board meeting for an estimated \$1.552 million and will include a scope of potential services and users of the program and the number of District residents who would benefit from such a program.

**3.b Request From Samaritan House To Continue Funding For Redwood City  
Free Clinic To FYE 6/30/13 Including Additional Support for X-Rays**

Ms. Kitty Lopez, Executive Director of Samaritan House thanked the Board for its continued support. She introduced Dr. Wong, Medical Director of Samaritan House Free Clinic of Redwood City. Dr. Wong reported that for calendar year 2011, the clinic had 4,755 medical visits and 1,026 dental visits with an average clinic cost of \$125/visit. In addition to the funds provided by the District and other sources, the clinic had 2,449 physician-volunteer hours and 6,009 other-volunteer hours last year.

Current District funding is \$612,696 annually and Ms. Lopez asked the Board to consider increasing its current grant to cover an additional \$35,000 for radiology expenses due to a California Advanced Imaging Medical Associates (CAIMA) decision to cap pro bono readings for the clinics, thereby creating a shortfall in budget for the Redwood City clinic.

**Motion:** To approve a grant for 2012-2013 to Samaritan House to \$650,000.

**By:** Director Griffin

**Seconded by:** Director Faro

**Discussion:** Director Shefren suggested Ms. Lopez remind CAIMA that the District provided funding for the new Breast Health facility at Sequoia Hospital which allowed the radiology group to expand their services.

**Motion:** To amend the motion to approve a grant for 2012-2013 to Samaritan House for \$612,696.

**By:** Director Griffin

**Seconded by:** Director Kane

**Vote:** 4-1 with Director Hickey opposed

**Motion Passed**

**3.a. Community Grants Program: Approve Programs Recommended  
For Funding 2012/2013**

Mr. Michelson reported that 40 grant applications were reviewed this year totaling in excess of \$4 million. He provided information on the Grants Committee review process stating that the committee is requesting funding for 29 agencies totaling \$1.34 million, exceeding last year's budget by \$90,000. Mr. Michelson noted that the request for Second Harvest Food Bank is \$90,000 not \$100,000.

Director Hickey asked that that grants to Planned Parenthood, Catholic Charities and St. Anthony's Padua be removed from consideration. Director Hickey also asked that grantees be directed to place their 990 Forms on their website.

**Motion:** To approve \$1.34 million to the 29 non-profit agencies recommended by the Grants Review Committee.

**By:** Director Faro

**Seconded by:** Director Shefren

**Vote:** 4-1 with Director Hickey opposed

**Motion Passed**

A listing of agencies and grant amounts are attached to these minutes.

**3.f. Request From San Mateo Medical Center to Continue to Support Operational Needs of South County Clinics at \$2 Million for Fiscal Year 2012-13**

Dr. Susan Ehrlich, CEO of San Mateo Medical Center, introduced Mr. Jonathan Messinger, Manager of the Fair Oaks Clinic and Dr. Jeanette Aviles, Medical Director and practicing physician of the Fair Oaks Clinic. Dr. Ehrlich thanked the District for grants totaling \$13.5 million in the past 5 years.

The Fair Oaks Clinic provides primary medical care, perinatal care and management of chronic diseases. Virtually all Fair Oaks Clinic patients live within the Sequoia Healthcare District boundaries. The District's current grant of \$2 million enables about 830 uninsured patients to receive care at the Fair Oaks Clinic.

**Motion:** To approve continuing the grant to San Mateo County Medical Clinic for 2012-2013 at \$2 million.

**By:** Director Faro

**Seconded by:** Director Shefren

**Discussion:** President Griffin noted that this round of grants was difficult and did a lot of belt tightening. More people asking for money and suggested grant request be reduced to \$1.5 million.

**Vote:** 3-1-1 with Director Hickey opposed and President Griffin abstaining

**Motion Passed**

President Griffin stated that in the future she would like the Board to consider decreasing grants to SMMC in order to accommodate funding other non-profit grant requests.

**4. Adjourn**

**Motion:** At 4:00 adjourn meeting.

**By:** Director Kane

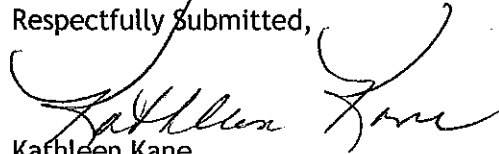
**Seconded by:** Director Faro

**Vote:** 5-0

**Motion Passed**

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, June 6, 2012, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,



Kathleen Kane  
Secretary

The grants committee requests approval of our recommended grants totaling \$1,340, 000. The committee recognizes that only \$1,250,000 was budgeted for this line item, however after reviewing more than fifty requests totaling more than \$4 million dollars, it would be difficult to determine how to further reduce by \$90,000.

In summary, we are proposing funding 29 proposals with an average grant of \$47,000 and a range from \$10,000- \$90,000 and cover a wide variety of community services.

We are recommending the following:

<u>Organization</u>	<u>Amount</u>
1. Adapt Foundation - substance abuse assistance program	\$10,000
2. AFAR - continue after school fitness/health program for special needs children	\$40,000
3. Boys and Girls Club - school fitness/health program for children 6 years and older	\$75,000
4. CASA - outreach program to recruit/train special advocates for children in foster care	\$40,000
5. Catholic Charities - senior adult daycare	\$47,000
6. City of San Carlos - senior nutrition/food program	\$13,000
7. CORA - provide services for victims of domestic abuse	\$80,000
8. Edgewood - kinship program for caregivers	\$60,000
9. El Centro - substance abuse assistance for youth	\$50,000
10. El Centro - substance abuse assistance for adults	\$50,000
11. Family and Children's Services - family/individual counseling	\$30,000
12. Friends of VMSC - senior health and fitness program	\$50,000
13. Mental Health Association - nursing services/case management of mentally ill	\$50,000
14. Mission Hospice - transitions to hospice program	\$25,000
15. Ombudsman Services - advocate for the elderly living in nursing homes	\$50,000
16. PARCA - wellness program for disabled	\$10,000
17. Peninsula Family Services - senior fitness program	\$50,000
18. Peninsula Volunteers - meals-on-wheels to shut-ins	\$90,000
19. Planned Parenthood Mobile Van - sex education program	\$30,000
20. SAL - continuation of soccer & fitness program	\$25,000
21. Second Harvest Food Bank - provide food for the hungry	<del>\$400,000</del> 90,000
22. Service League - women's health program at Hope House	\$25,000
23. Sequoia YMCA - mend childhood obesity project	\$40,000
24. Shelter Network - food/health services for homeless families	\$75,000
25. Society of St. Vincent - help feed the hungry program	\$20,000
26. St. Anthony's Padua - provide daily hot lunch to the hungry	\$90,000
27. St. Francis Center - fitness/nutrition program for youth	\$50,000
28. Star Visa Daybreak Program - counseling program	\$50,000
29. Star Vista Insights Program - healthy education program	\$25,000
<b>Total</b>	<b>\$1,340,000</b>
First payment June 2012	670,000
Second payment January 2013	670,000